

# **SUSSEX COUNTY AIRPORT ADVISORY COMMITTEE**

Meeting Minutes  
December 9, 2015

## **Opening:**

The regular meeting of the Sussex County Airport Advisory Committee was called to order at approximately 6:03 p.m. on December 9, 2015, at Sussex County Emergency Operations Center, by Chairman, Gus Croll.

## **Advisory Committee Members Present:**

Todd Lawson, County Administrator      Joe Wright, Acting County Engineer  
Melody Booker-Wilkins, Economic Development      Gus Croll      Rick Garner      Jeff Reed  
Mark Ryan      Richard Wilson

Jim Hickin, Delaware Coastal Airport, non-member

## **Advisory Committee Members Absent:**

Honorable Rob Arlett, County Council      Garrett Dernoga      Larry Kelley

### **1. Approval of Agenda**

A Motion was made by Todd Lawson, seconded by Richard Wilson, to approve the agenda as distributed. The agenda was unanimously approved by consent.

### **2. Approval of Minutes**

A Motion was made by Richard Wilson, seconded by Todd Lawson, to approve the minutes of the September 23, 2015 meeting. The minutes were unanimously approved by consent.

### **3. Declarations of Correspondence**

There were no declarations of correspondence.

### **4. Branding Initiative Update**

Jim presented a power point of the trip that he and Melody took to Las Vegas to attend the NBAA Business Aviation Convention & Exhibition. The group discussion centered around the exhibits, marketing, and the introduction of a new brochure for Delaware Coastal Airport that was handed out at the convention.

Jim also presented the new website for Delaware Coastal Airport which can be found at [www.delawarecoastalairport.com](http://www.delawarecoastalairport.com).

Jim and Melody will be going to an Airport Scheduler's Conference, in Tampa, FL., in January.

## **5. Wildlife Management**

Jim reported awareness of a few deer but can't seem to locate them.

He also informed the committee of a birdstrike with an aircraft a few weeks ago. The aircraft did not sustain any damage from the strike.

Jeff Reed commented seeing an eagle at the airport.

## **6. Airport Update**

Jim Hickin discussed updates on the following projects:

- 1- Most of the Delaware Coastal Airport signage is in place, with a few more signs to be forthcoming.
- 2- Airport Project discussion included updates on: Instrument Approaches; VOR RW 4 Approach; RW 4 concrete threshold repair project; Airfield Electrical Project; Upcoming paving project.
- 3- Requests for Proposals went out for the former Legg-Hudson hangar the county recently purchased. Bid opening will be on Thursday, December 17<sup>th</sup>.
- 4- Jeff Reed commented the PAPI lights on RW 22 seemed to have an orange tint to them.

## **7. Other Business**

- a. Wings & Wheels - Due to weather the event was canceled this year. It will be held the first Saturday of October 2016.
- b. Jim reminded the committee that the Advisory Committee appointments expire December 31<sup>st</sup> and will have to be approved by Council in January. He asked if anyone did not want to continue to serve to contact him.
- c. The committee bylaws were handed out with proposed revisions for the committee to review and comment back at the next meeting.

## **8. Public Comments**

Margot Kia suggested a few changes to the website.

Rick Garner complimented the County for the improvements at the Airport.

## **10. Next Meeting Date**

The next meeting will be held on Wednesday, February 24, 2016 at 6 p.m. at the Emergency Operations Center, Georgetown, Delaware.

A motion to adjourn was made by Rick Garner, seconded by Todd Lawson. The meeting adjourned at 6:47 P.M.

Minutes respectfully submitted by:

Susan Wise, Clerk IV- Delaware Coastal Airport